

7-21-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
 E CAPITAL IMPROVEMENTS

Action Required

Finance, Personnel and Audit Committee
 County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2016 capital improvement accounts and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
<u>WZ05701 WP48801 Zoo Aviary Roof Replacement #</u>		
8501 – Bldg/Struct New (CAP)		\$387,000
<u>WZ11201 Pachyderm Building Tunnel Reinforcement #</u>		
6146 – Prof Services CAP – Major Maint	\$5,600	
8501 – Bldg/Struct New (CAP)	\$50,000	
<u>WZ13301 Flamingo Building AC Replacement #</u>		
8501 – Bldg/Struct New (CAP)	\$25,000	
<u>WZ13201 Zoo-wide Deck Replacement #</u>		
8509 – Other Bldg Improvement (CAP)	\$134,400	
<u>WZ15101 Aviary Boiler Replacement #</u>		
8509 – Other Bldg Improvement (CAP)	\$60,000	
<u>WZ16101 ARC Ozone System/Exchange&Chiller Valves #</u>		
8509 – Other Bldg Improvement (CAP)	\$57,000	
<u>WZ10702 ARC Ozone System/Exchange&Chiller Valves #</u>		
8501 – Bldg/Struct New (CAP)	\$55,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$387,000 is requested by the Director of Zoological Department to reallocate budget expenditure authority from Zoo capital sub-projects that have anticipated surpluses to capital sub-project WZ05701 Zoo Aviary Roof Replacement.

WZ05701 Zoo Aviary Roof Replacement

The 2013 Adopted Capital improvements Budget included an appropriation of \$77,300 for the planning and design phase for the roof replacement of the Zoo Aviary building. The 2014 Adopted Capital improvements Budget included an appropriation of \$1,774,200 for the construction of the roof replacement. The project appropriations

for replacement were required due to the significant deterioration of the roofing, that if not replaced, would lead to structural damage to the Aviary facility.

Planning and design phase estimates resulted in a construction phase cost of approximately \$1.9 million (or about \$126,000 above the budgeted construction phase appropriation of \$1.77 million).

The capital sub-project was initially delayed in the planning/design phase due to unforeseen conditions and a significant time seasonal time constraints that allowed for the construction work to be performed (due to the animals housed in the facility and operations demands for continued use of the facility for visitors). In addition, bids for the construction phase resulted in a singular construction bid of \$2.3 million, or \$500,000 above the budgeted amount for construction. Options including Rebidding or requesting additional funding in the subsequent budget cycle were deemed not acceptable by Zoo staff due to timing and delay issues related to the spring breeding season as well as the continued deteriorating conditions of the overall roofing structure.

In light of these issues, AE and Zoo staff determined the best option would be to use Time and Material contractors (TM) for the construction work. TM contractors were used to complete the construction phase (which is substantially complete). In addition, scope revisions to include plaster repair, shotcrete repair, zoo-mesh repair, and construction sheltering also had to be done. Altogether, these work performed on these items put the capital sub-project into deficit by approximately \$387,000.

This appropriation transfer would increase expenditure authority by \$387,000, in order to cover the project deficit.

Zoo Capital Sub-Projects with Anticipated Surplus

AE has indicated initial surplus in the following Zoo capital sub-projects that would be applied to the \$387,000 deficit in capital sub-project WZ05701:

- WZ11201 Pachyderm Building Tunnel Reinforcement - \$55,600
- WZ13301 Flamingo Building AC Replacement - \$25,000
- WZ13201 Zoo-wide Deck Replacement - \$134,400
- WZ15101 Aviary Boiler Replacement - \$60,000
- WZ16101 ARC Ozone System/Exchange & Chiller Valves - \$57,000
- WZ10702 Grizzly Bear Service Area Improvement - \$55,000

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WG01701 Vel Philips Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)		\$117,000
	<u>WG01901 CATC Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)	\$117,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$117,000 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from capital sub-project Vel Philips Fire Protection Monitoring System (WG01701) to capital sub-project CATC Fire Protection Monitoring System (WG01901).

CATC Fire Protection Monitoring System (WG01901)

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$203,740 to replace the existing fire protection monitoring system at the CATC facility. An additional appropriation transfer of approximately \$105,000 was made in 2015 to cover additional project shortfalls.

Utilization of the facility is used to determine the type of fire system that is required. In early 2016, Wauwatosa School District and the St. Charles school tenants moved out of CATC and the facility is no longer anticipated to serve a school utilization function. The existing alarm system remains operational for the remaining tenants in the facility.

The CATC Fire Protection Monitoring System sub-project is not necessary at this time and will be abandoned, leaving an expenditure balance of approximately \$300,000.

WG01701 Vel Philips Fire Protection Monitoring System

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$197,340, plus an additional 2014 appropriation transfer of \$150,000 to replace the existing fire protection monitoring system at the Vel Philips Juvenile Justice Center facility. An additional appropriation transfer of approximately \$43,400 was made in 2015 to cover additional project shortfalls.

The project contract documents (prepared for bidding this project) utilized the available Milwaukee County ‘as-built’ documents and standard field survey techniques to identify the building characteristics and depict the scope of replacement required. As the contractor has begun their initial work involved with replacing the existing Fire Alarm System, their room-by-room tracing of existing fire alarm conduits revealed additions to the Fire Alarm System that were not depicted on the ‘as-built’ documents. Throughout the years of service of the Vel Phillips Children’s Court facility, there have been build-outs, renovations and add-ons incorporated into the fire alarm system. This was done to enhance the function of the building, however these enhancements were not documented.

One of the most significant undocumented enhancements to the Fire Alarm System is the addition of facility and court room panic alarm push-buttons and staff location annunciators to ensure a quick response to emergency situations. This enhancement placed panic alarm push-buttons in each courtroom and at other strategic locations, with dedicated panic alarm annunciators at the Bailiff and Sheriff Department staff locations to ensure the quick response to an alarm. The quantity of dedicated panic alarm annunciators requires that the Fire Alarm System have expanded communications capacity then would be required for the fire alarm alone.

Additionally, other undocumented enhancements to the Fire Alarm System is the build-out of the Tenth Circuit Court space as well as various other renovation and remodeling’s has increased the overall costs.

Taken together, the expanded communication capacity scope and additional undocumented enhancements results in an estimated cost increase of an additional \$117,000.

This appropriation fund transfer would reallocate \$117,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Vel Philips Fire Protection Monitoring System (WG01701).¹

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

¹ There is an additional appropriation fund transfer for the July 2017 Committee cycle requesting a reallocation of \$42,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801).

4)	<u>From</u>	<u>To</u>
WO06401 Underwood WOW Rec Center Entrance#		
8509 – Other Building Improvements (CAP)		\$66,200
0764 – Debt Service Reserve (Cash)	\$66,200	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$66,200 is requested by the Director of the Department of Administrative Services (DAS) to establish additional expenditure authority of \$66,200 for capital sub-project WOW Underwood Rec Center Entrance (WO06401) from the Debt Service Reserve (cash) (DSR).

Background

An appropriation transfer was originally requested as part of the June, 2016 committee cycle to reallocate the \$66,200 expenditure balance in capital sub-project WOW Underwood Single Stall Restroom (WO13101) to capital sub-project WOW Underwood Rec Center Entrance (WO06401). However, as part of the 2015-2016 Carryover resolution that was previously adopted in the May, 2016 committee cycle, the expenditure balance of \$66,200 in capital sub-project WOW Underwood Rec Center Entrance (WO06401) was already lapsed to the DSR.²

WOW Underwood Single Stall Rest Room (WO13101)

This sub-project was included in the 2013 Adopted Capital Improvement Budget with an appropriation of \$81,000 for the construction of a single stall restroom in the lobby area of the WOW Underwood Recreation Center. The sub-project was originally funded with sales tax revenue (cash). However, this project is no longer required. The original intent was to provide an area to assist recreation program clients requiring assistance with toileting and/or changing, similar to the restroom that was created at WOW Grant Park. In addition, the area could be used as a private restroom for the tenants on a weekday basis as well as a uni-sex restroom by renters on the weekends.

The WOW Underwood single stall restroom project was deemed unnecessary for several reasons. (1) The similar restroom at WOW Grant Park is rarely used by the recreation program clients, tenants, and/or renters; (2) The current WOW Underwood recreation program contractor and tenants have expressed no interest in wanting or needing the additional restroom; (3) The current accessible restrooms at WOW Underwood offer adequate space to serve the needs of those using the facility; (4) The current design of the WOW Underwood Rec Center Entrance project offers the most usable space by those utilizing the WOW Underwood facility. If constructed, the facility would lose current office/programming space.

In light of the conditions noted above, staff from the DAS-Office of Persons with Disabilities and DAS-Facilities Management-Architecture & Engineering have determined the project was no longer needed and left a remaining expenditure balance of approximately \$66,200, which was subsequently lapsed to the DSR.

WOW Rec Center Entrance (WO06401)

This sub-project was included in the 2009 Adopted Capital Improvement Budget with an appropriation of \$123,809 to provide funding for an entrance renovation to the Wil-O-Way Underwood Recreation Center. The project was initially slowed due to meeting design requirements posed by the City of Wauwatosa’s Design Review Board. Included in the construction bids was an alternative for new exterior siding, windows, and doors. An appropriation transfer of \$66,200 is being requested in order to expand the scope of the sub-project to include the items cited in the alternative.

This appropriation fund transfer would reallocate \$66,200 from the Debt Service Reserve (cash) to capital sub-project WOW Rec Center Entrance (WO06401).

² County Board approved File 16-255 (Carryover/Lapsed Projects Report).

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

5)	<u>From</u>	<u>To</u>
<u>WG01801 Research Park Fire Protection#</u>		
8502	– Other Building Improvements (CAP)	\$42,000
<u>WG01901 CATC Fire Protection Monitoring System#</u>		
8509	– Other Building Improvements (CAP)	\$42,000

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$42,000 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from capital sub-project project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801).

WG01901 CATC Fire Protection Monitoring System

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$203,740 to replace the existing fire protection monitoring system at the CATC facility. An additional appropriation transfer of approximately \$105,000 was made in 2015 to cover additional project shortfalls.

Utilization of the facility is used to determine the type of fire system that is required. In early 2016, Wauwatosa School District and the St. Charles school tenants moved out of CATC and the facility is no longer anticipated to serve a school utilization function. The existing alarm system remains operational for the remaining tenants in the facility.

The CATC Fire Protection Monitoring System sub-project is not necessary at this time and will be abandoned, leaving an expenditure balance of approximately \$300,000.

WG01801 Research Park Fire Protection

DAS-Architecture & Engineering staff has indicated additional funding is required to complete the fire protection project at the Research Park Muirdale building as the building has undergone space use changes and interior renovations that were not documented on as-built drawings. This resulted in the need for additional fire protection devices to properly alarm the building.

This appropriation fund transfer would reallocate \$42,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801)³

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

³ There is an additional appropriation fund transfer for the July 2017 Committee cycle requesting a reallocation of \$117,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Vel Philips Fire Protection Monitoring System (WG01701).